

28 December 1978

MEMORANDUM FOR THE RECORD

STATINTL FROM :

SUBJECT: HSCA Records - Disposition and Storage

1. Under terms of the Memorandum of Understanding between the DCI and the Chairman, HSCA, certain Agency files, which had been assembled for review by HSCA researchers at the Headquarters Building, will be designated for retention for thirty years. This designation will be made by the Chairman during the January-April time frame. Until then, all current files should be preserved. These files are stored mainly in the custody of the DDO (17 safes), Office of Security (2 safes), Office of Personnel (1 drawer) and DDS&T (1000 linear feet, U-2 files). If all of these files were designated for storage, we could be facing a massive job of reproduction, indexing and storage.

2. All records generated by the HSCA during its investigation are Congressional property, and, as such, are subject to House Rule 36, which provides for ultimate storage in the National Archives. This includes classified transcripts of executive session hearings (etc.), classified depositions involving current/former employees, and all classified reports. The Archives will store this material in a secure facility and will look to the Agency for primary releasing authority when the report or document contains material derived from Agency-classified information. The HSCA and Archivist will develop a formal Statement of Access Procedures governing the material. I will meet with the Office of the Archivist and the Committee in early January to represent our interests in that statement.

3. At the moment, the Committee has over 50 safes of material which it may choose to turn over to the Archives. Much of that material may not be classified: i.e. FBI sanitized documents, staffers' notes, public hearing transcripts. However, there may be material containing information derived from interviews, depositions and Committee

CIA Historical Record Program review completed

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appearances that we consider classified. [Therefore, full protection of sources and methods requires us to review for derivative classification materials entered into the Archives.] Since the Archivist will generate an Inventory of Transfer for the records passing into his custody, we may be able to facilitate that review at the Archives as the documents are logged in. All material going to the Archives is exempt from FOIA. All material not going into the Archives will be destroyed in a secure manner by HSCA.

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4. All CIA identifiable material has been moved into the CIA-controlled area in the HSCA offices and will be returned to the Agency before April. Once returned to the Agency, it will be subject to the thirty-year retention requirement of the NOU if so designated. This material consists of three safes including notes taken by researchers from Agency documents, working notes and final copies of the final reports.

5. These matters will be the subject of a series of meetings in January.

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Distribution:

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OLC/BSG/kjw - 2 January 1979